

# Approved

## Human Services Advisory Committee Minutes of November 20, 2013 Meeting

**Present:** Sara Anderson (Advocates for Children),; Ethel Mantzaris (YSB), chair; Ron Baker (Member At Large); Dexter Eddy (Housing Authority);; Fred Goetz (Advisory Comm. on the Needs of Persons with Disabilities); Lorraine Kenowski (Member At Large); Victoria Nimirowski (WAIM); Joan Terry (Comm. on Aging)

**Absent:** Bev Korba (Senior Center)

**Staff:** Pat Schneider, Director of Human Services

The meeting was called to order at 2:00 p.m.

The minutes of the October 2013 meeting were approved as written.

Pat Schneider updated the Committee on the various holiday funds that Human Services has available. Many applicants have been approved to receive Thanksgiving baskets from FoodShare. Recipients are especially appreciative of the fresh vegetables provided by FoodShare. The Mansfield Holiday Fund, which was begun by volunteers in Mansfield, offers a check to the recipients so they are able to do their own shopping. The Human Services Holiday Program helps to pair donors with families looking for assistance. Pat said having multiple funds makes things complicated for her department and they plan to assess the overall programs after the holidays to see if improvements are needed.

Pat also updated the Committee regarding staffing vacancies. Her opinion is that a part-time person should be hired as a senior services worker whose main responsibilities would include case management and outreach. She feels the need is not for clinical assistance. She is working with both Kathy Ann Easley and Kate, the new Youth Service Bureau member, in an effort to get them their clinical certifications. At the Senior Center some consideration is being given to what is needed in the way of an administrative

assistant. The thinking is that the main need is for a program developer rather than a clerical assistant.

In an effort to make the Committee's meeting time more convenient for a number of members, we will meet on the fourth Wednesday of each month at 3:30 p.m. There will be no December 2013 meeting. The next meeting will be held on January 22, 2014 at 3:30 p.m.

Respectfully submitted,  
Joan Terry, Secretary